



**Townsend Planning Commission Meeting Minutes**  
**December 10, 2020 @ 7:00 pm**  
**Via Conference Call**

Per the Governor's request, all scheduled meetings will be held via electronic means. Residents will be able to view documents posted to the meeting tab on the Town website at [www.townsend.delaware.gov](http://www.townsend.delaware.gov) or by joining the meeting via computer. Those wishing to attend may dial 1(301)715-8592. When directed, provide following meeting ID 89026103855# and then the following password 361631# to enter the meeting.

**7:00 pm – PC Meeting**

**I. Call to Order** – J. Reyes called to order at 7 PM.

**II. Opening Ceremonies**

- a. **Roll Call** - Present are J. Reyes, S. Rojas, T. McDonald, L. Krause, T. Geiger (late)
- b. **Pledge of Allegiance** – dispensed with due to the electronic meeting format
- c. **Visitor Acknowledgement** – none
- d. **Additions/Changes to the Agenda** – add comments from A. Mangeri to Item V
- e. **Announcements** – none

**III. Approval/rejection of previous minutes** – motion to approve S. Rojas, second by T. McDonald, vote to approve unanimous.

- a. Minutes from October 29, 2020
- b. Minutes from November 12, 2020

**IV. Label maps and decide on the order for the Comp Plan**

**V. Review comments from Councilman Lobdell & T.M. Mangeri regarding Comp Plan 7:00**

- a. Step by step review of all comments provided by C.M. Lobdell & T.M. Mangeri
  - i. Formatting, waste water, expansion possibilities
  - ii. Need inclusion of “Townsend Acres” to town boundaries and zoning maps
  - iii. Re-formatting items
  - iv. Source quotes
  - v. Discussion of if we can use RVE to give us boundary maps and zoning maps
  - vi. MOU with southern NCC on coordination
  - vii. New housing numbers and changes in population and COA’s
  - viii. Questions on traffic patterns safety on south and commerce streets at park

**VI. Final review of comprehensive plan and maps to submit to Town Council for review and Plus Review**

- a. Maps Discussion of function of greenbelt/developers
  - 1. Discussion of County TDR’s, Greenbelt, Suburban Reserve, Protection of Farms, and Preservation
  - 2. Sheryl will sent Boundary map to A. Mangeri for (RVE) E. VanOtoo to redo Town boundary which will include the annexation of “Townsend Acres” and need returned by December 18<sup>th</sup>. And will add Lou’s chart to package as well
- b. Motion to send Comp Plan to Council with edits and maps (RVE addition) for review and decision to send to State by S. Rojas, second by J. Reyes. Vote – approval unanimous.
- c. Sheryl to send memo to have Council to review and vote on sending comp plan to State.
- d. Review of LUD quarterly schedule and applications needed a month prior to the scheduled Planning Commission Quarterly review schedule.

**VII. Adjourn:**

**a.** Motion to adjourn by L Krause, second by J. Reyes, vote to adjourn unanimous

Next meeting to be on January 13<sup>th</sup> 2021

Revised to add a review of comments on the Comprehensive Plan from Councilman Lobdell.